



**Robert B. Taylor**  
Chief Probation Officer

**COUNTY OF LOS ANGELES  
PROBATION DEPARTMENT  
9150 EAST IMPERIAL HIGHWAY, DOWNEY, CALIFORNIA 90242  
(562) 940-3773**



All positions are open to qualified men and women pursuant to the Americans with Disabilities Act of 1990. Persons with disabilities who believe they need reasonable accommodation or help, in order to apply for, or perform the necessary duties of a position may contact the Americans with Disabilities Act Coordinator, at (562)940-3552. Hearing impaired applicants with telephone-teletype (TDD) equipment may leave messages by calling (562) 988-7800.

## **OPEN COMPETITIVE VOLUNTEER OPPORTUNITIES**

**How to File:** The Standard Reserve Deputy Probation Officer application packet can be submitted online, via US Mail or in person on workdays between the hours of 8:00am and 5:00pm at 9150 Imperial Highway, Downey, California 90242. The Reserve DPO Application can be found at: WWW.\*\*\*\*\*@\*\*\*\*\*

## **RESERVE DEPUTY PROBATION OFFICER**

The Reserve Deputy Probation Officer is a deputized volunteer who reports to, and is supervised by, non-supervisor probation staff member. He or she has received special training in order to assist the probation staff member in a wide range of responsibilities, which may include direct involvement with juvenile and adult probationers. He or she is a highly motivated, skilled and caring person who wants to serve their community as a part of the Los Angeles County Probation Department.

The Reserve Deputy Probation Officer is not a replacement for, or an alternative to, paid staff, but serves as a force multiplier that enhances existing resources.

### **STATUS OF RESERVE DEPUTY PROBATION OFFICER**

The Reserve Deputy Probation Officer is a volunteer of the department deputized by the Chief Probation Officer to perform his/her assigned duties.

**No Peace Officer Powers.** The Reserve Deputy Probation Officer does not have peace officer authority and is not authorized with arrest, or search and seizure powers. Additionally, the carrying of firearms, other weapons, and handcuffs by the Reserve Deputy Probation Officer, including those who have an outside legal authority to do so, is not authorized.

### **RESERVE POSITION QUALIFICATIONS**

Successful applicants for the position of Reserve Deputy Probation Officer must possess the following:

- Be at least 21 years of age
- Have achieved at least sophomore year status from a four-year college or University with the goal of attaining at least a bachelor degree in the foreseeable future.\*
- U.S. Citizen
- Possess a valid California Driver's License
- Be properly insured as a driver
- Have no record of felony conviction
- Pass a medical and psychological examination
- Successfully complete the prescribed basic orientation training course
- Successfully complete the additional service and training under the supervision of a regular probation staff member.

\*The Reserve Program also recruits and accepts applications from individuals who, irrespective of educational achievement, possess a special skill or expertise in a particular field that can benefit the probation department by enhancing its ability to achieve its mission and goals.\*

### **EXAMINATION INFORMATION**

This examination will consist of a qualifying oral examination weighted 100%. Those individuals who pass the interview will proceed to background examination, physiological testing and medical exam for fitness and duty.

**Candidates who receive a passing score of 70% or higher in the interview may proceed to the selection process which includes:**

1. A thorough background investigation, as prescribed by law, including a fingerprint search. Applicants must be qualified to hold a peace officer position to work with juveniles.
2. Applicants cannot have been on probation for any reason within the past year.
3. Applicants cannot have any outstanding fines, warrants, or Failures to Appear.
4. A pre-employment medical examination, which will include a psychological test.
5. Swearing or affirmation to the oath for civil defense and public employees as prescribed by law.
6. Verification of education and experience claimed.

The Reserve Deputy Probation Officer is not an employee of Los Angeles County. The Reserve Deputy Probation Officer serves at the will authority of the Chief Probation Officer of Los Angeles County and as such does not fall within the framework or the jurisdiction of the civil service system. There is, therefore no enforceable right to be admitted or retained in the Reserve Program, nor any right to appeal concerning termination.

**ALL CANDIDATES WILL BE REQUIRED TO PROVIDE POSITIVE IDENTIFICATION BEFORE BEING ADMITTED TO WRITTEN, INTERVIEW OR PERFORMANCE EXAMINATION. PLEASE BRING TO THE EXAMINATION A VALID DRIVER LICENSE OR ANOTHER FORM OF VALID IDENTIFICATION WHICH HAS YOUR PHOTOGRAPH AND SIGNATURE (SCHOOL OR BUSINESS I.D. CARD, BUILDING PASS, PROFESSIONAL LICENSE, VALID PASSPORT, ETC.)**

### **TRAINING**

Reserve Deputies will be required to complete a minimum of 75 hours of training course and a subsequent 6 months on the job training period. Reserve Deputies may also complete any designated training for assignments which can require additional training or skills.

### **ASSIGNMENTS**

A Reserve Deputy can work on weekdays, weekends, or evenings, serving a minimum of 16 hours per month. Reserve Deputies work under direct supervision of Deputized Probation staff in the supervision and investigation of adults and juveniles. They assist in Field Offices, Juvenile Halls, Camps, and some support service areas of the Probation Department.

Reserve Deputies also assist Deputized Probation staff in making home visits, field investigations and monitoring conditions of probation. They serve at the will of the Chief Probation Officer, must observe all Department regulations, and do not fall within the framework of the civil service system.

Reserve Deputies do not perform any sovereign duties of Deputized Probation staff including those duties that require certain discretionary decisions, which can be made only by Deputized Probation Staff.

### **FOR FURTHER INFORMATION CONTACT:**

Los Angeles County Probation Department  
9150 E. Imperial Hwy.  
Downey Ca. 90242  
Reserve Program Coordinator  
(562) 940-2623  
<http://probation.co.la.ca.us>